

OGC HAS REVIEWED.

Approved For Release 2001/08/28 : CIA-RDP76-00183R000100090019-6

SECRET

~~Security Information~~

DD/A

Saturday - 4 April 1953

1. DD/A approved of COA/DDP's request to have [REDACTED] recalled to active duty for assignment with CIA and such recall to be in effect only while assigned to CIA. (ER-3-8686 - Original forwarded to Assistant Director/Personnel with copies to COA/DDP.)

25X1A9a

2. Memorandum from the Assistant Director/Personnel, subject: "The Clerical Situation" has been forwarded to DD/I and DD/P for their information, recommendations, and return. (ER-3-8652.)

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DIARY NOTES

25X1A

ADD/A

3 April 1953

1. Walter Pforzheimer reported that Mr. Roy Cohn of the McCarthy Committee was leaving for Europe today and had suggested that he might like to talk to a CIA man there. Mr. Cohn was advised by Mr. Pforzheimer that if there were any reason for him to do this we would get in touch with him in Europe. Mr. Pforzheimer has written the Director a brief memorandum on this and points out that Mr. Cohn apparently knows that CIA finances "Radio Free Europe."

25X1X6

25X1A9a

3. I told George Meloon that the DD/A's Office concurred in having Ed [redacted] make a thorough survey and analysis of our Personnel Procurement organization, functions, and procedures.

25X1A9a

25X1A9a

4. Met with Mr. Carey, [redacted] of the Office of Operations, and [redacted] of the Logistics Office to discuss [redacted]

25X1A6a

25X1A

The Office of Operations, conservative as usual, had not planned to submit a project for funds to purchase their electronics equipment and construct this Station until bids on the construction had been received, thus enabling them to make an accurate presentation. It is my conviction that when the Agency committed itself to condemning this property (which we have already done and to which we have already taken title) it also made a commitment, in principle, to proceed with this project. I, therefore, urged Mr. Carey to have his Office prepare as soon as possible the best estimates they could as to the total amount of funds needed for this entire project and to present the project to the Project Review Committee with the understanding that they might need more money, in which case they would come back, but that in any event the DD/I and the DD/A would insure that costs were held to a minimum. In this way we could go ahead with the project without further reference to the Project Review Committee or the Director. This procedure would be highly advantageous to the DD/A since he could probably get all of the funds obligated out of this year's money which would otherwise be very difficult.

5. I returned the Exit Interview File on Military Personnel to George Meloon and requested that he discuss this matter with [redacted] in some detail, pointing out all of the conditions reported therein, particularly security violations, and to be guided by Ted's advice as to what further action we should take. In any case, I will expect a report from Mr. Meloon.

25X1A9a

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Classified Information

6. I instructed George Meloon that tables of organization for all of our offices should be reduced to the figures which were approved by the Bureau of the Budget on the first of April and that when this was done all ceilings should be exactly the same as the tables of organization. He will start to work on this.

7. I told George Meloon that unless he received specific instructions to the contrary from this Office he was not obliged to deviate from the approved procedure of slotting all clerical employees against the Interim Assignment Branch.

25X1A9a

25X1A9a

8. [REDACTED] stopped by to say that they had discussed very thoroughly with [REDACTED] of ORR the controls which they are to exercise in the conduct of operational liaison with [REDACTED] Bob stated that he didn't think ORR was entirely happy about the situation but that they had reluctantly agreed to the security requirements.

25X1X7

25X1A9a

9. [REDACTED] was over to brief me on the condition of [REDACTED] of the [REDACTED] [REDACTED] is greatly improved, although in the course of one treatment he suffered a mild fracture of the vertebral column; treatments have, therefore, been suspended for the time being. However, he will be released from our doctor's care over this weekend.

25X1A6a

We do not believe that there is any great risk of irrational disclosure of classified information and, therefore, will not be justified in picking up the check unless there are subsequent developments. It is our understanding that arrangements are being made to conduct therapeutic treatment under the supervision of [REDACTED]. I advised Mr. Carey of this arrangement and warned him that while it would probably be unwise to tell [REDACTED] at this time his illness was of such a nature that we would have to, at some later date, consider whether or not he could be restored to a full duty status. I have asked [REDACTED] to follow this case closely with the Office of Operations.

25X1A9a

25X1A9a

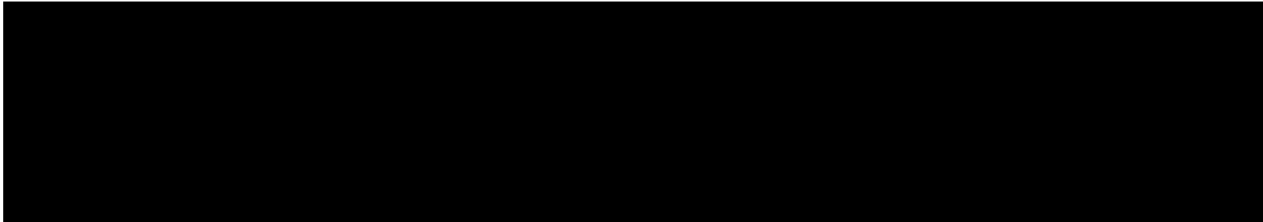
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DD/A

Friday - 3 April 1953



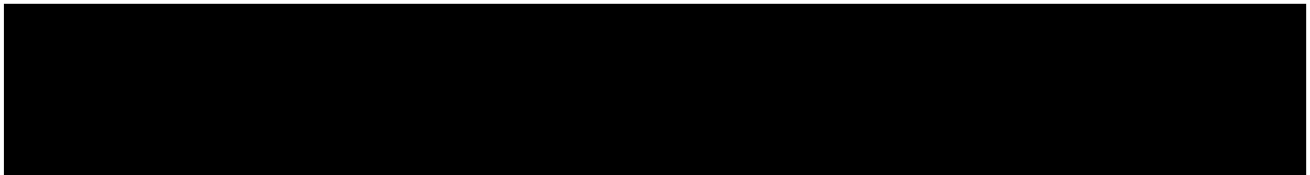
25X6B

2. In letter to the AD/P the DD/A concurred in [redacted] recommendation that [redacted] be employed at this time and assigned to duty in the SR Division in the position for which she has been processed. This concurrence was subject to the following conditions: a. That she not be considered a career employee at least until the expiration of a very considerable period of actual demonstration of professional competence and work habits, and; b. That the Chief of the Area Division in which [redacted] will be employed report in writing, through the DD/P, at the expiration of the initial ninety days duty in this case, stating in detail the character of professional performance and work habits demonstrated by the employee during this period, and including his personal recommendation for or against retention on the Agency roles. (ER-3-8708 - Handcarried to AD/Personnel.) 25X1A9a 25X1A9a 25X1A9a

25X1A2g

3. Staff study in connection with relieving accountability of property issued to [redacted] has been forwarded to the Auditor-in-Chief for comment, recommendation and return. (ER-3-8415 - Handcarried by [redacted]) 25X1A9a

4. Memorandum addressed to DD/P, DD/I, DD/A, Dir. of Training, and AD/Commo.-Subject "Proper Use of Unvouchered Funds" has been forwarded to the DCI for signature. (ER-3-8723 - Handcarried to DCI.)



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25X1A9a

SA/DDA [redacted]

1. Memorandum for the Deputy Director (Administration) from the Chief, General Services, in regard to legality of reproducing Mr. Dulles' book Germany's Underground has been referred to the General Counsel for comment. A copy of the book was also forwarded with the memorandum. (ER 3-8720)

25X1A

2. Memorandum for the Assistant Deputy Director (Administration) from the Assistant General Counsel regarding delegation of authority to Senior Representative, [redacted], has been hand carried to the General Counsel for comment. (ER 3-7755)

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3. Memorandum for the Deputy Director (Administration) from the Chief, SR Division, regarding approval of appointment of [REDACTED] as Covert Associate under Project [REDACTED] has been hand carried to the General Counsel for comment. (ER 3-8596) 25X1A2e 25X1A2g

25X1A9a SA/DD/A [REDACTED]

1. After ADD/A approval of publication of notice regarding administrative supplies and equipment, forwarded to [REDACTED] for publication. This notice stated that the Logistics Office has been directed to undertake a program to strengthen Agency control of administrative supplies and equipment. (ER-3-8724) 25X1A9a 25X1A9a

2. ADD/A approved promotions of [REDACTED] from GS-4 to GS-5 and of [REDACTED] from GS-4 to GS-5 of the Project Administrative Planning Staff. These were forwarded to AD/P. 25X1A9a

ADD/A:

1. Forwarded to Mr. Pforzheimer with the following note a letter dated March 4, 1953 from Senator John F. Kennedy addressed to [REDACTED] in connection with the employment of [REDACTED]: "In accordance with our telephone conversation of today, forwarded for special handling as a matter of personal interest to the Director. While there is no pressure to hire this individual, the Director is interested in seeing that the case is properly handled." (ER-3-8771) 25X1A9a 25X1A9a

2. Forwarded to the AD/P for expeditious action a request submitted by the Executive Assistant to the Director for an increase in the table of organization for the Office of the Director as follows: Administrative Officer - GS-301-12; Secretary-Stenographer - GS-318-9; Administrative Officer - GS-301-11 - Inspector General's Staff. (ER-3-8772)

3. In a first indorsement to the Chief, Logistics Office, and the Comptroller, the ADD/A approved of the expenditure of funds in connection with Requisition No. 236 for equipment needed [REDACTED] (ER-3-8783) 25X1A6a

4. The ADD/A approved of a revised table of organization for the Medical Office; no change in the over-all ceiling was involved. The revision is created through the abolition of the Special Support Division, Medical Office, the establishment of a Special Support Staff and the transfer of related administrative support activities, as well as positions performing such functions for the DD/P Offices, to the Administrative Support Division. Staff advisory responsibility to the DD/P area will be vested in the Special Support Staff. (ER-3-8655)

Information

25X1A2e 5. The ADD/A approved of and forwarded to the Acting Chief, Finance
25X1A6a Division, a travel voucher in the amount of \$87.00 in connection with travel
expenses incurred by [REDACTED] Senior Agency Representative, [REDACTED] 25X1A6a
[REDACTED] for the period 15 February to 19 February 1953. (ER-3-8703)

6. The ADD/A approved of the revision of the Office of Operations
table of organization to provide for a regrouping of the functions of the Con-
tact Division and the establishment of two new staff units. All changes in-
volved in the proposal are to be made without change in total positions or
ceiling. (ER-3-8654)

25X1A2e 7. The ADD/A approved of the financial accounting submitted by [REDACTED] 25X1A2e
25X1A6a [REDACTED] Senior Agency Representative, [REDACTED] for the period 1 to 31 25X1A6a
January 1953 and forwarded it to the Acting Chief, Finance Division. (ER-3-
8656)

25X1A 8. The ADD/A forwarded to the Regulations Control Staff for publication
a proposed [REDACTED] subject: "Address of the Vice-President
of the United States, The Honorable Richard Nixon." (ER-3-8352)

25X1A 9. The ADD/A concurred in the publication of proposed Regulation No. [REDACTED] 25X1A
[REDACTED] (APPOINTMENTS) which will provide a uniform trial period of twelve months
for new Agency personnel. Forwarded to the Regulations Control Staff. (ER-3-
8150)

10. The ADD/A approved of a program submitted by the Logistics Office to
effect conservation, control, and economic utilization of administrative sup-
plies and equipment with the exception that the proposed memorandum addressed
to Deputy Directors, Assistant Directors, and Office Chiefs be accomplished
through publication of an Agency Notice. (ER-3-7808) (Note: [REDACTED] is 25X1A9a
to prepare the proposed Notice and coordinate its publication with the Logis-
tics Office.)

11. The ADD/A forwarded to the CAO/DDP for his concurrence a proposed mem-
orandum to the Director, subject: "Report on Transmission of Documents by Over-
seas Air Pouch." (ER-3-8684)

12. Forwarded to the Chief, Logistics Office, via the AD/P, Comptroller,
and General Counsel, the original of a letter to the Director from General
Hoyt S. Vandenberg, Chief of Staff, USAF, which sets forth the new administra-
tive procedure for the processing of CIA requests for Air Force support. A
carbon copy of the memorandum was routed as follows: SA-DD/I, CAO/DDP, D/TRG,
AD/C, and ADD/A. (T/S 77037-orig) (T/S 77037-cc)